

## EXAMINATION INFORMATION ALERT

### County Corrections and Sheriff's Officer Promotional Processing 2004 Schedule

This bulletin establishes the Department of Personnel schedule for examinations for specific custody promotional titles.

#### DEADLINES

Appointing Authority requests for examinations are due on the following dates:

Date	Title
October 30	County Corrections Sergeant
October 30	County Corrections Lieutenant
October 30	County Corrections Captain
October 30	Sheriff's Officer Sergeant
October 30	Sheriff's Officer Lieutenant
October 30	Sheriff's Officer Captain

#### PROCEDURES

The Department of Personnel will process promotional examinations as follows:

#### **COUNTY CORRECTIONS CAPTAIN & SHERIFF'S OFFICER CAPTAIN**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
October 30, 2004	December 1, 2004	December 21, 2004	December 21, 2004	June 2005
September 30, 2005	November 1, 2005	November 21, 2005	December 21, 2005	May 2006

#### **COUNTY CORRECTIONS LIEUTENANT & SHERIFF'S OFFICER LIEUTENANT**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
October 30, 2004	December 1, 2004	December 21, 2004	December 21, 2004	June 2005
September 30, 2005	November 1, 2005	November 21, 2005	December 21, 2005	May 2006

#### **COUNTY CORRECTIONS SERGEANT & SHERIFF'S OFFICER SERGEANT**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
October 30, 2004	December 1, 2004	December 21, 2004	December 21, 2004	June 2005
September 30, 2005	November 1, 2005	November 21, 2005	December 21, 2005	May 2006

**Note to Appointing Authorities and Candidates:**

- The Department of Personnel anticipates issuing announcements annually. The Department believes that establishing the dates in advance should assist Appointing Authorities in planning and anticipating their personnel needs and will provide timely notification to all parties.
- Applications must be filed no later than the filing deadline issued on the announcement. Barring unforeseen circumstances, examinations will be held during the range of dates indicated in this EIA.

		ISSUED: September 2004	APPROVED BY: _____ (Director)
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